



## Maximum Timeframe (MT) Appeal Form

Student Name:	Student ID#:
Phone Number:	Date of Birth:
Submitting Appeal for: (mark only one) <input type="checkbox"/> Fall 20__ <input type="checkbox"/> Spring 20__ <input type="checkbox"/> Summer 20__	

**Please complete the following:**

Academic Information			
	Mark Your Answer		
I have previously earned the following academic credentials from CASC or other colleges, universities, technical schools, or trade schools. (check all that apply)	<input type="checkbox"/> Certificate	<input type="checkbox"/> Bachelor's Degree	
	<input type="checkbox"/> Associate's Degree	<input type="checkbox"/> Master's Degree	
	<input type="checkbox"/> None		
I have turned in <i>all</i> previous college transcripts to the Admissions Office. (if applicable)	<input type="checkbox"/> Y	<input type="checkbox"/> N	<input type="checkbox"/> N/A
I am meeting the GPA requirement of the SAP Policy. (0-30hrs: 1.7 or 30+hrs: 2.0)	<input type="checkbox"/> Y	<input type="checkbox"/> N	<input type="checkbox"/> Unsure
I am meeting the Pace requirement of the SAP Policy. (67% of all attempted hours)	<input type="checkbox"/> Y	<input type="checkbox"/> N	<input type="checkbox"/> Unsure

**To be considered for an appeal, you must:**

- Attach a signed and dated statement that includes responses to both of the following questions:
  1. **Why have you exceeded the maximum number of hours?**
    - If you changed your major or are pursuing an additional degree, explain why.
  2. **What do you plan to pursue if granted this appeal?**
- Fill out the top portion of the Degree Evaluation for Financial Aid Eligibility Appeal form and submit it to the Admissions Office or the Financial Aid Office.

Your appeal will be reviewed by a committee and the committee's decision will be communicated through your CASC email account.

I understand that, should this appeal be granted, I will only receive aid for the classes needed to complete my degree (listed on degree evaluation). My signature certifies that everything I have stated is true to the best of my knowledge. Should the committee find anything provided in support of my appeal to be inaccurate, I understand that my appeal will be denied.

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**Student's Signature** **Date**

# Degree Evaluation for Financial Aid Eligibility Appeal

Student Name: \_\_\_\_\_

Student ID#: \_\_\_\_\_

Major: \_\_\_\_\_

Seeking:  Associate's  Certificate

The student must also submit the **Maximum Timeframe Appeal form** *with the supporting statement* before the appeal will be considered complete. Official transcripts for previous hours from another college or university must be submitted to the CASC Admissions Office and have hours transferred to the CASC academic transcript before the degree evaluation will be considered complete. It is the student's responsibility to see that the other hours have been added to the CASC transcript.

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## THE REMAINDER OF THIS FORM IS TO BE COMPLETED BY THE ADMISSIONS OFFICE.

The Admissions Office has reviewed the student's transcript records and determined that only the courses listed below are needed to complete the requested degree. Consequently, **financial aid will only be awarded for courses listed below.**

COURSE	TERM ENROLLED	TERM COMPLETED

COURSE	TERM ENROLLED	TERM COMPLETED

Comments:

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Admissions Signature: \_\_\_\_\_ Date: \_\_\_\_\_